

MINUTES OF MUNICIPAL AUTHORITY OF BUFFALO TOWNSHIP

NOVEMBER 21, 2019 REGULAR MONTHLY MEETING

PRESENT: John Haven, Chairperson; Rosemarie Ciaccio, Vice Chairperson; Eric Smith, Secretary; Patrick Reitz, Treasurer; Richard Healey, Assistant Secretary/Treasurer; Ed Schmitt, Engineer; Michael Hnath, Solicitor; Kristy Donaldson, Manager; Jaime Ericsson, Billing Clerk/Recording Secretary.

1. The November 21, 2019, regular monthly meeting of the Municipal Authority of Buffalo Township was called to order by Chairperson John Haven at 7:03 p.m.
2. John Haven stated that the meeting was being recorded and requested that if anyone in the audience is taping the meeting to please state their name and address.
3. John Haven led in the Pledge of Allegiance to the Flag.
4. Approval of the minutes of the October 17, 2019, regular monthly meeting: A motion was made by Richard Healey, seconded by Patrick Reitz, to approve the minutes of the October 17, 2019, regular monthly meeting. The motion passed unanimously.
5. Open to the floor:
6. Treasurer's Report:
  - a. Financial Report for October 2019: The Treasurer's report for October 2019 was presented. A motion was made by Patrick Reitz, seconded by Richard Healey, to approve the Treasurer's report for October 2019. The motion passed unanimously.
  - b. Invoices: The Board reviewed the list of monthly bills for approval as of November 21, 2019. A motion was made by Eric Smith to approve payment of the monthly bills. The motion was seconded by Patrick Reitz and Richard Healey, and passed unanimously.
7. Manager's Report: (presented by Kristy Donaldson):
  - a. The Authority's property and liability dividend in the amount of \$4,029.00 was presented.
  - b. As discussed at the last meeting, the property and liability insurance would not cover the trail in the event of a landslide or tree falling. The insurance would cover the Authority, if a visitor at the discretion of the Authority, was in an accident.
8. Solicitor's Report: (presented by Michael Hnath)
  - a. The revision to the service agreement with UAJSA, Fawn Township and Harrison Township is still in progress. Chuck Means is helping to coordinate the revisions. An addendum should be available soon.
9. Engineer's Report: (presented by Ed Schmitt)
  - a. UAJSA will not have a rate increase for 2020.
  - b. Once the Notice to Proceed is signed, Merit Electrical is ready to start the Laneville Generator Project.
10. Old Business
  - a. The Laneville Generator Notice to Proceed was presented to the Board for signature.
11. New Business:
  - a. Patrick Reitz announced he would like to be re-appointed to the Authority Board. Kristy Donaldson will forward the re-appointment letter to the Buffalo Township Supervisors.
12. Adjournment: The regular monthly meeting entered into an executive session at 7:24 p.m. to discuss personnel matters. The executive session ended and returned to the regular monthly meeting at 8:22 p.m. Richard Healey made the motion to approve the hourly rates and bonuses discussed during the executive session. The motion was seconded by Eric Smith and passed unanimously. Eric Smith made the motion to end the regular monthly meeting at 8:23 p.m. The motion was seconded by Richard Healey and passed unanimously.